

**City of Tillamook Planning Commission Minutes
January 5, 2012**

Commission Members Present:

Jan Stewart, Chairperson
Charlotte Phillips
Aaron Palter
Nick Hahn
Kate Skinner

Commission Members Absent:

Ray Jacobs - excused
Tamra Jacobs

Staff Present:

David Mattison, City Planner
Debbi Reeves, Executive Assistant

Guests Present:

David and Doris Mast

I. CALL TO ORDER:

Chairperson Stewart called the City of Tillamook Planning Commission meeting to order at 7:02 P.M. and noted a correction to the year on the agenda to 2012.

II. ROLL CALL:

Chairperson Stewart called the roll of the Planning Commission members. **R. Jacobs** had asked to be excused. **T. Jacobs** was absent. All other planning commission members were present.

III. APPROVAL OF THE PLANNING COMMISSION HEARING MINUTES FROM NOVEMBER 3, 2011:

Chairperson Stewart asked if there were corrections or additions to the minutes of November 3, 2011. There were none.

- **Palter** made a motion to approve the minutes of November 3, 2011 as presented. **C. Phillips** seconded the motion. **Chairperson Stewart** called for the vote. Aye votes were received by **A. Palter** and **C. Phillips**. **N. Hahn** and **K. Skinner** abstained as they were not present at the meeting. **Chair Stewart** noted an abstinence vote counts as an aye vote therefore the motion passed.

IV. PUBLIC COMMENTS: **Chairperson Stewart** read the disclosure statement for public comment. There were no comments.

V. PUBLIC HEARINGS: None

VI. ITEMS OF HIGH PUBLIC INTEREST:

1) Parks and Recreation Master Plan Redevelopment:

Chairperson Stewart opened the discussion for the Parks and Recreation Master Plan and asked **D. Mattison** to comment on City Council workshop that was held and several of the Planning Commission members attended. **D. Mattison** spoke about the evaluation and review by City Manager **P. Wyntergreen**. He explained what he and **P. Wyntergreen** went over and explained other concerns. Chair **Stewart** noted she met with **D. Mattison** and **P. Wyntergreen** to go over the draft and she explained their discussion. Connectivity of parks was an issue. **D. Mattison** and **P. Wyntergreen** will reorganize, take out Level of Service and revise per other discussions. **Chair Stewart** asked if other planning members were in support of the changes. **A. Palter** asked for clarification. There was discussion of Area of Influence (AOI) and Level of Service (LOS). **Chair Stewart** spoke about the Planning Commissions past role and what is happening now. Park inventory was also addressed. The City Council and the City Manager want the Planning Commission involved. **N. Hahn** noted the idea of future walking and bike paths between parks. **D. Mattison** commented taking the AOI and LOS out of the plan would give more flexibility. **A. Palter** mentioned the possibility that without AOI and LOS grant applications could be affected. **D. Mattison** commented on his comparisons of other cities Park Master Plans and their use of AOI and LOS. Policies were discussed. Grant application criteria will be looked in to. **Chairperson Stewart** commented that most of Tillamook City Parks are centrally located. She also commented further on her discussions with **P. Wyntergreen** and **D. Mattison**. Redevelopment is what the City Council has asked the Planning Commission to work on. She also stated the timelines have been dissolved and dropped so the commission has time to generate the redevelopment. **Chair Stewart** asked if any other commission members had any issues with the ideas of the City Manager, City Planner, or the Chair and there were none.

- **C. Phillips** made a motion to remove the reference to the Areas of Influence (AOI) and the Level of Service (LOS) in the Parks and Recreation Master Plan. The motion was seconded by **K. Skinner**. **A. Palter** asked for a friendly amendment to include, “after examination of grant criteria as earlier discussed.” The friendly amendment was accepted by **C. Phillips** and **K. Skinner**. Chairperson Stewart called for the vote. Ayes were received by **C. Phillips**, **K. Skinner**, and **N. Hahn**. **A. Palter** voted nay. The motion passed by a majority.

There will be an outline of how to redevelop the Parks and Recreation Master Plan at the next meeting. There is another City Council workshop on Tuesday, January 17, 2012 at 5:30 pm. **Chairperson Stewart** asked the commission member to bring their homework to that workshop.

2) Amendments to City Comprehensive Plan (Part 4 – Conclusion):

Chairperson Stewart explained they need to get the Comprehensive Plan but that it will be a constant living document and in motion which she went on to explain. **D. Mattison** noted **A. Palter** had provided his thoughts and comments on the draft of Part 4. **D. Mattison** went over the clarifications, corrections, clearer definitions of major and minor, and repetitive language. He also explained what will be incorporated into Section 15. There was discussion about appendix and references. **D. Mattison** passed around **A. Palter's** comments for commission member review.

There was discussion that the introduction and conclusions basically needs to say the same thing. The Comprehensive Plan is not a static document. It is a living document. **D. Mattison** explained how a living document is changed throughout time. He will review and compare the introduction and conclusion. **A. Palter** commented he thought number 13, Revising the Plan may need to be a section on its own. This was discussed. **Chair Stewart** thought maybe Revising the Plan, Plan Implementation, and Conclusions should each be individual sections. There was more discussion. **D. Mattison** will change the title of Section F as Conclusion is not necessarily the best heading.

- **K. Skinner** made a motion to change the title of Section F to Revisions and Implementation, to move the forward, and to send back to staff to make the changes as discussed. The motion was seconded by **A. Palter**. **Chairperson Stewart** asked about a recommendation to council but it was discussed that the final document will be reviewed and approved at a later date. **D. Mattison** explained the state notification requirements. The vote was called for and aye votes were received by **A. Palter, C. Phillips, K. Skinner, and N. Hahn**. The motion passed.

VII. ITEMS OF COMMISSION CONCERN:

There were no commission concerns. **N. Hahn** asked to be excused for the February meeting.

VIII. FUTURE AGENDA ITEMS: None

IX. ANNOUNCEMENTS:

D. Mattison noted the archived Planning Commission Training sessions are online.

X: ADJOURNMENT: Chairperson Stewart adjourned the meeting at 7:55 p.m.

Prepared by:
Debbi Reeves,
Executive Assistant

Approval Acknowledged by:

SIGNATURE ON FILE

Jan Stewart, City Planning Commission Chairperson